

## § 330.302

through September 30, 2001. In the interim, placement assistance will be provided in accordance with subparts B, F, and G of this part. OPM may extend this date if it determines that the Federal Government is still experiencing an emergency downsizing situation.

[62 FR 31320, June 9, 1997, as amended at 64 FR 40508, July 27, 1999]

### § 330.302 OPM Interagency Placement Program.

OPM operates the Interagency Placement Program (IPP) which provides placement assistance to employees who have received a Certification of Expected Separation or specific notice of separation, or who have been separated.

[59 FR 32872, June 27, 1994]

### § 330.303 Eligibility.

(a) [Reserved]

(b) For the IPP, the registrant must:

(1) Be a present or former career or career-conditional employee, or expected employee with competitive status and in tenure group I or II as defined in part 351 of this chapter (except that an employee occupying a Schedule C position as defined in part 213 of this chapter is not entitled to placement assistance);

(2) Be serving in or have been separated from a position in an agency whose personnel system is subject to competitive service requirements;

(3) Have a rating above “unacceptable” on his or her most recent performance rating of record as described in § 351.203 of this chapter (except individuals qualifying under paragraphs (b)(4)(iii) and (b)(4)(v) of this section or those who are in positions excluded from any performance appraisal system by law, regulation or OPM administrative action);

(4) Must be subject to one of the following:

(i) Has received a specific notice of separation under part 351 of this chapter, or a Certification of Expected Separation as provided in § 351.807 of this chapter.

(ii) Has declined a transfer of function to another commuting area or has declined reassignment to another com-

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muting area (as defined in part 351 of this chapter);

(iii) Has fully or partially recovered from a compensable injury in accordance with the provisions of sub-chapter I of chapter 81 of title 5, United States Code, when the agency is unable to restore the employee;

(iv) Has applied for an annuity or has retired under the discontinued service retirement provision in section 8336(d)(1) or 8414(b)(1)(A) of title 5, United States Code; or

(v) Has retired due to disability under section 8337, 8451 or 8457 of title 5, United States Code; and

(5) Must register for the program within time limits specified by OPM.

[53 FR 28364, July 28, 1988, as amended at 59 FR 32872, June 27, 1994]

### § 330.304 Period of eligibility.

Employees registered in the IPP receive 2 years of OPM placement assistance renewable in 6 month increments by the registered employee.

[59 FR 32872, June 27, 1994]

### § 330.305 Placement assistance.

(a) IPP registrants are referred ahead of other candidates when they are qualified and available for vacancies expected to last more than 1 year and that are filled through competitive appointments. No individual may be selected for such a vacancy as long as a qualified IPP registrant is available. Referrals are based on qualifications of registrants.

(b) Placement assistance is nationwide except that registrants who decline transfer or reassignment outside the commuting area may register for placement assistance only within the commuting area of the position from which they will be or were separated. However, these registrants may transfer their eligibility to another commuting area if they later relocate.

(c) A registrant will be referred to vacancies that are at or below the grade level of and have no more promotion potential than the position from which separated. Eligible registrants separated from positions above GS-15 will receive assistance at the GS-15 level and below.

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(d) When an agency selects an IPP registrant, it employs him or her under appropriate appointments such as reinstatement, transfer, position change, or excepted appointment.

[53 FR 28364, July 28, 1988, as amended at 59 FR 32872, June 27, 1994]

### § 330.306 Termination of eligibility.

Eligibility for assistance under the IPP will be terminated if one of the following occurs:

(a) A registrant's 2 year period of eligibility expires (except for preference eligibles who are eligible for up to 1 year of additional assistance as specified in § 330.407);

(b) The registrant requests, in writing, that placement assistance be terminated;

(c) The registrant is placed in a non-temporary position in either the competitive or excepted service;

(d) The registrant declines an offer of continuing employment in the competitive or excepted service under conditions (i.e., grade, salary, geographic location, or work schedule) the registrant previously indicated were acceptable, unless OPM determines that an exception is warranted; or

(e) The agency notifies OPM that the registrant no longer meets the eligibility criteria for program registration and placement assistance.

[59 FR 32872, June 27, 1994]

### § 330.307 Agency responsibilities.

(a) *Agency programs.* (1) Each agency has primary obligation to assist, to the maximum extent practical and in keeping with the requirements set forth in paragraph (a)(2) of this section, in the placement of surplus and displaced employees. OPM's placement program only supplements these efforts and is not intended to relieve an agency of its responsibility to provide the maximum placement assistance possible.

(2) Each agency is required to operate a positive placement program for its own surplus and displaced employees. The program must, at a minimum, provide for the establishment and maintenance of a reemployment priority list for the commuting area for those employees who have received a specific notice of separation through reduction

in force or a Certification of Expected Separation, as provided for in subpart B of this part. Additionally, each agency is expected to supplement this basic requirement with other forms of appropriate assistance to be given to employees prior to actual separation. An agency's positive placement program should include the following elements:

(i) Criteria of eligibility for assistance;

(ii) The duration of eligibility;

(iii) The types of assistance provided, including counseling, job referral, and training;

(iv) Consideration of the appropriateness of placing restrictions on filling vacancies by any means when qualified surplus or displaced employees are available in the agency's positive placement program.

(b) *Registration of eligible employees.* In accordance with subpart H of part 351 of this chapter, agencies must inform affected employees about the Interagency Placement Program at the same time that Certifications of Expected Separation or specific reduction in force notices are distributed. Employees who receive a Certification of Expected Separation may register up to 6 months prior to separation. Agencies are responsible for assisting employees with their registration forms, for completing the information requested on the forms, for ensuring employees meet the minimum qualification requirements for the position(s) registered, and for sending them to the appropriate office as instructed by OPM.

(c) *Consideration of individuals referred.* Agencies will give full consideration to individuals referred through OPM's Interagency Placement Program. Full consideration is a careful and open review of the qualifications of the registrant as described in the individual's application forms, contact to determine interest and availability, and an interview; if possible, to further assess the registrant's ability to perform the duties of the position within a reasonable period of time. An appointing officer may not pass over an IPP eligible to select a non-IPP eligible unless an objection to the IPP eligible is